

SHELTER HARBOR FIRE DISTRICT

BOARD OF GOVERNORS MEETING Draft Minutes

May 28, 2016 at 8:30 a.m.

Dunn's Corners Fire Department

Station 2

5664 Post Road

Charlestown, RI 02891

I. Call to Order and Roll Call

Tom Lloyd called the meeting to order at 8:33 a.m. and took roll call. All Board members and Officers were present. Peter Ruggiero, legal counsel was also present. In addition, a couple of members of the public were present.

II. Public Comment/ SHFD BOARD OF GOVERNORS Response

Michael McEntee asked the Board of Governors to acknowledge that this is Memorial Day weekend. Additionally, Michael commented that the Shelter Harbor Conservation Society held a meeting the day before. The organization is concerned about the sand trail at the beach and the vehicles. He said we should be able to stop people if they don't have a RIMS Pass. He asked if SHFD could encourage security and lot attendants to check passes and do a round of sweeps down the trail to take license plate numbers if there are vehicles that shouldn't be there. Tom will speak with Scott Wakeman and request a 3-person panel with one person from the three groups that pay for security at the entrance to the sand trail be formed to

discuss possible problems.

III. Approval of Minutes of December 5, 2015

A motion was duly made by Vivian Duff to approve the Minutes of December 5, 2015. The motion was seconded by Rick Wiatrowski. There was no discussion. The Board of Governors voted unanimously to approve the Minutes.

IV. Announcements

Clerk APPRA Training (Completed December 2015)

Nonie Price shared she completed the online training in December 2015 with the Rhode Island Attorney General's Office to be the records officer for the SHFD. Tom Lloyd completed and sent the required certification to the state. Training will need to be repeated annually.

Directory Mailing

Nonie Price shared that Liz Miller will be mailing the Directory to residents in June.

Annual Meeting Forms on Website

Nonie Price advised that the Annual Meeting forms (Nomination, Proxy, Motion, Voter Registration) have been updated for 2016, will be shared with Bob Duff to upload on the SHFD website, and will be emailed with the Annual Meeting paperwork in July.

V. Correspondence

Tom Lloyd received an email on Saturday, May 21, 2016 from Renee Gallaher. Tom read the email aloud regarding snow plow damage to their lawn on Verdi Road. The email also requested clearing out the SHFD access property area on Rossini Road.

VI. Treasurer's Report

Glen stated he emailed the balance sheet to Board of Governors members. Details Glen shared from his report included an accrued tax of \$23. Additionally, he shared there was also a surety bond deposit from the Ciarcia land. This money is being held for 18 months from last July 10. Glen said he would pay \$1200 to Salt Pond Coalition as budgeted. He asked for committee chairs or agents to let him know about any projected costs they foresee for the next fiscal year. John Bruno duly made a motion to accept the draft Report of the Treasurer. Vivian Duff seconded the motion. There was no discussion. All members voted in favor of accepting the draft report.

VII. Tax Collector's Report

Harry Gregory referenced his report sharing that \$223,817.59 has been collected through April 30, 2016. He added there's \$3596 in uncollected taxes. The total SHFD tax assessment is \$225,925.24. Bob Hatfield duly made a motion to accept the Tax Collector's Report. Vivian Duff seconded the motion. There was no discussion. Members voted in favor and the report was accepted unanimously.

Tom Lloyd requested a motion to move Item XI. B forward in the agenda to appoint the Chairs and Agents before the reports. Vivian Duff duly made the motion to move Item XI. B before Item VIII. John Bruno seconded. There was no discussion. The vote was unanimous and the motion was approved.

XI. B. Appointment of Chairs and Agents

Tom Lloyd stated the agents and committees are identical this year as they were in the previous year, however there is no longer a Long Range Planning Committee. Tom appointed all Chairs and Agents.

VIII. Agent and Committee Chair Reports

A. Beach

Vivian Duff submitted minutes from the April 30, 2016 Beach Committee meeting that were distributed to the Board of Governors. Vivian would like to see new members join who are able to help with the heavy set up and take down of beach equipment. A change this year in supervising the beach is that Aaron Perkins will be in charge of SHFD and Weekapaug beaches. The lifeguards will be combined into one group and will be rotated. Training Day is June 17 at the Dunn's Corner Fire House. Mikhayla Bruno will be the SHFD lot attendant. A pod will not be used this year for storage of equipment. The SHFD is sharing space with the Weekapaug Fire District to store equipment. There was a discussion of the bus operation. Bob Hatfield

did some research to get a price on a van for beach bus transportation. The alternatives to the Shelter Harbor Inn bus are non-competitive. This year the only two holidays for beach passes will be July 4 and Labor Day. VJ Day is a Rhode Island holiday, but holiday passes won't be needed.

Glen asked Vivian to speak with Aaron about overtime and which fire district will be responsible if overtime occurs. Glen asked about the sanitation services (Port-o-Let) so that the deliveries be coordinated for dates of the contract, so no additional fees are incurred.

According to the SHFD Bylaws, beach passes are only valid if SHFD taxes have been paid in full.

B. Beanpot - No report

C. Bylaws - No Report

D. Community Events

Marianne Nardone stated she and Tracey Pontarelli are coordinating this year's events which have been posted on the SHFD website. She thanked all who help with the events. Liz Miller was also thanked for her help with the events calendar which is included in the Directory.

D. Database -

Nonie Price thanked Liz Miller for her help in providing the information from the Directory updates so the SHFD database and

Gmail account could also be updated. As a result of the Bylaws change regarding SHFD communication through email, it is vitally important that residents make Nonie Price and Liz Miller aware of any changes to their email contact as official communication moving forward will be done through email.

E. Directory - No Report

F. Finance - No Report

G. Harbor Master -

John Bruno advised that the docks are open and the water is on and ready for use.

Tom Lloyd added the Harbor Management Plan has been posted for 30-day public comment. The Westerly Town Council will have workshops after the comment period. The Town Council will eventually adopt the plan and implement it.

Small Boat Racks -

Bob Hatfield shared he is up to date on reports. Space is limited for dinghies. Bob will check racks often to monitor use.

H. Long Range Planning Committee - This committee is no longer active.

I. Public Access Defibrillator - No Report

J. Roads

Jack Waters report was distributed to the Board of Governors. Jack was present at the meeting, and advised that SHFD had a relatively mild winter, though there are some pot holes. There is also an eroded section on Verdi Road that will be repaired. The annual brush pick up will be between June 13 and 17.

Tom Lloyd thanked John Bruno for getting new road signs. The Senior Center made the signs and Roland Hellwig installed them.

K. Safety and Security

There was no report. Tom Lloyd thanked Alex Platt for keeping Point Dock clean this spring.

L. Tennis - Report distributed

Mary DiCecco's report was distributed to the Board of Governors. Mary was present at the meeting and brought up the need to power wash the courts this season. She also advised that the net posts have been secured and the area around the post will be repaired soon. Oskar Hellwig fixed the net and the Board wishes to thank Oskar for his assistance with the net. Oskar's gesture to fix the net results in a savings as the old net is viable again. A question was asked about using the courts to play pickle ball. The tennis advisory group is going to meet to discuss the pickle ball chalk markings on the courts. Judy Colluci has moved and Joe Micelli with the help of his son, Joey, would be responsible for running the tournaments. Roland is going to provide a quote on installing steps to the courts.

M. SHFD Website

Bob Duff's report was distributed to the Board of Governors.

X. Old Business

A. Fire Protection Contract

Tom Lloyd stated that while there still is no fire contract, there is an agreement. A check has been delivered to the Dunn's Corners Fire District. Tom added SHFD will have a good contract. Tom thanked Ted See from Shady Harbor for his help in negotiating an agreement with Dunn's Corners.

John Bruno reported on access to Shelter Harbor amenities. Glen Berwick helped John look into this matter. There are seven property owners who have substandard, unbuildable lots and pay less than \$125 per year in taxes, yet have access to all SHFD amenities. It was proposed that the seven tax payers who now pay less than \$150.00 per year in Shelter Harbor Fire District taxes would be grandfathered from the By-Laws and instead of losing any amenities, would be charged \$250.00 per year in addition to their taxes if they wish to use SHFD amenities. People acquiring new sub-standard lots must comply with the SHFD By-Laws. Peter Ruggerio was going to check on this. This item will be on the agenda for next regular Board of Governors meeting.

XI. New Business

A. Directors and Officers Insurance

Vivian Duff was asked to provide information about Directors and Officers insurance. The current policy costs \$7,800 for one million dollars of coverage. Vivian received a quote for better coverage of \$5,000 resulting in a savings of \$2,800. As a result, Shelter Harbor switched providers and will save the \$2,800. Vivian feels a million dollar D&O policy limit is inadequate. She recommended a \$3 million policy. The quote for this coverage is \$9,420. This would be over and above the \$5,000. The total D and O insurance cost would be \$14,420. This policy would also provide coverage for employment practices.

Michael McEntee agreed \$3 million would be preferable for coverage, but would like to ask for a quote for \$2 million. Vivian Duff will look into getting a quote for \$2 million of additional D & O coverage. Tom Lloyd and Glen Berwick thanked Vivian for her efforts in seeking D & O coverage at a savings for SHFD. And, they thanked her for looking into other coverage options.

B. Appointment of Chairs and Agents

This Item was moved forward in the agenda and reported above.

C. Annual Meeting Information: Email Notification and New Voter Registration for 2016

Nonie Price advised that notice of the 2016 Annual Meeting will be distributed via email to residents with an email contact. Residents without an email contact will receive the notice via USPS. A big

change this year will be that every resident will need to re-register to vote at the Annual Meeting. Peter Ruggiero stated the forms will either need to be notarized and returned by USPS to the official SHFD address or be signed in person in front of the Clerk, or her appointees. Tom Lloyd asked for a motion to appoint a temporary Board of Canvassers. John Bruno duly made a motion to appoint the Board of Governors as a temporary Board of Canvassers to accept 2016 Voter Registration forms in person. Vivian Duff seconded the motion. There was no discussion. The motion was put to a vote and passed unanimously.

D. Temporary Signs of on Resident Property

Vivian Duff stated there are many signs appearing from vendors on properties in Shelter Harbor. She asked if it there might be a limited time for signs to be posted. Peter Ruggiero advised that the Fire District would be able to make a rule about signs on Shelter Harbor owned roads, but not on the Town owned roads. Residents on any road would be able to place a sign on their property if they want to as long as the sign is placed beyond the bounds of the platted road.

XII. Public Comment/ SHFD BOARD OF GOVERNORS Response

Dick Ferris stated he had a couple of comments he wanted to make. He referenced the letter sent by Tom Lloyd on Feb 3, 2016 via a SHFD email blast to residents. The email blast was in regard to Wildlife Protection on the barrier beach. Dick thought there would effectively

be no additional policing on property by the federal government and was concerned about potentially allowing public access to SHFD property. He commented that the SHFD has the authority to hire people for its own policing. He recommended that be done privately by the fire district as the federal government will likely not police our barrier beach property, yet the agreement might allow access to SHFD property. A second comment was in regard to the SHFD Litigation Fund. Dick stated the creation of the litigation fund was to intervene in significant land use, zoning, and property development issues. The language of the resolution is restrictive and for any use outside that purpose it would need to be approved by SHFD residents. Dick had concern that the fund continues to increase, but the language in the motion/resolution limits the fire district's ability to address legal issues.

XIII. Adjournment

John Bruno asked for a motion to adjourn the SHFD Board of Governors meeting. Michael McEntee duly made the motion to adjourn the SHFD Board of Governors meeting. The motion was seconded by Vivian Duff. All members voted in favor and the meeting was adjourned at 11:12 a.m.

Recorded by,

Nonie Price, SHFD Clerk